



September 26, 2013

SEP 26'13 PM 1:56 City Manager

Richard C. Rossi  
City Manager  
City Hall  
795 Massachusetts Avenue  
Cambridge, MA 02139

**Re: Proposed Long-term Lease of Parking Spaces and Portion of Ground Floor  
at City-owned First Street Garage**

Dear Mr. Rossi:

As you know, Leggat McCall Properties ("Leggat") has been selected by the Division of Capital Asset Management and Maintenance ("DCAMM") as the successful bidder for the former Edward J. Sullivan Courthouse at 40 Thorndike Street in Cambridge (the "Courthouse"). Leggat is in the process of preparing to seek approvals from the Cambridge Planning Board that will allow redevelopment and adaptive reuse of the Courthouse (the "Courthouse Project").

As planning for the Courthouse Project has progressed, it has become apparent that there are opportunities for the Courthouse Project to meet project needs while simultaneously advancing both the interests of the neighborhood and the City of Cambridge. One of those opportunities is presented by the underutilized City of Cambridge First Street Garage. After extensive evaluation of the project's parking needs, and the physical constraints of the Courthouse and other site conditions, Leggat believes that approximately 90 parking spaces could be created within the Courthouse building complex itself in the lower two levels. However, from a land use planning perspective, the remainder of the Courthouse Project related parking ideally would be located directly across the street in the already existing and underutilized City-owned First Street Garage. Leggat therefore respectfully requests that the City of Cambridge make available for long term lease 420 parking spaces within the First Street Garage.

By leasing currently unused spaces within the First Street Garage, the City of Cambridge can increase its revenues essentially without incurring any additional costs or obligations. The First Street Garage would be more fully utilized for the purpose for which it was originally dedicated and constructed, as set forth in the original federal Urban Development Action Grants that helped finance the garage.

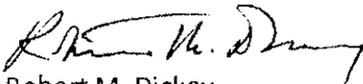
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Moreover, as part of its lease of parking spaces within the garage, Leggat would also be willing through a Master Lease arrangement to accept responsibility for management of ground floor retail space within the first floor of the garage. Through a Master Lease, Leggat would commit to improving that retail space, with the goal of securing a retail grocery store as a tenant. Leggat believes that such a Master Lease could relieve the City of administrative burdens while at the same time securing for the City more revenue than it currently achieves. We believe that the proposed improvements to the garage, and the resulting active retail uses along this portion of First Street, materially help to advance the City's planning objectives for this area by contributing to the vitality of First Street and providing valuable retail services to area residents.

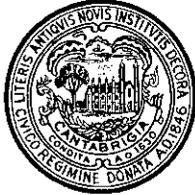
It is our understanding that leasing the 420 parking spaces and the ground floor of the garage in the manner described herein would constitute a disposition of City Owned Property and thus could be subject to the Chapter 30B process as well as the provisions of Chapter 2.110 of the Cambridge Municipal Code. We respectfully suggest that, if the City wishes to pursue consideration of both the lease of 420 parking spaces within the garage, and a master lease of ground floor retail space within the garage, then the valuation process and ultimate approval of the lease by the City should: (i) separately establish a value for the long-term lease of 420 parking spaces within the First Street Garage, and the first floor retail space Master Lease; and (ii) require responsive proposals to address, in combination, both the long-term lease of the parking spaces and the lease of the first floor retail space.

Thank you for your attention to this important issue. I would be pleased to meet with you to discuss our request further.

Very truly yours,



Robert M. Dickey  
Executive Vice President/Partner



**CITY OF CAMBRIDGE**  
**Traffic, Parking and Transportation**  
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Cambridge, Massachusetts 02139

[www.cambridgema.gov/traffic](http://www.cambridgema.gov/traffic)

Susan E. Clippinger, Director  
Brad Gerratt, Deputy Director

Phone: (617) 349-4700  
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## MEMORANDUM

**To:** Richard C. Rossi  
**From:** Susan Clippinger  
**Date:** 2 October 2013  
**Re:** First Street Garage

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The Traffic, Parking and Transportation Department operates for the City of Cambridge the First Street public parking garage. The garage building includes the 1100 space parking garage as well as approximately 12,000 square feet of retail space along the First Street frontage of the garage building. The entrance to the parking garage is on Spring Street and the exit is on Thorndike Street. The garage building was built in the late 1980s to accommodate the parking needs in the area including the Courthouse when it was in use by the State. The parking garage has not been fully utilized since the Courthouse closed and can accommodate the parking needs of the proposed redevelopment of the Courthouse.

This change would not adversely impact the City's policy of providing free parking in the garage to City residents when a snow emergency is declared.

The retail spaces along the First Street frontage of the garage building are partially vacant. Currently the only tenant is the Traffic, Parking and Transportation Department's operational base, which uses approximately 4,000 square feet of the retail space. The department also uses a portion of the parking garage for vehicle and materials storage.